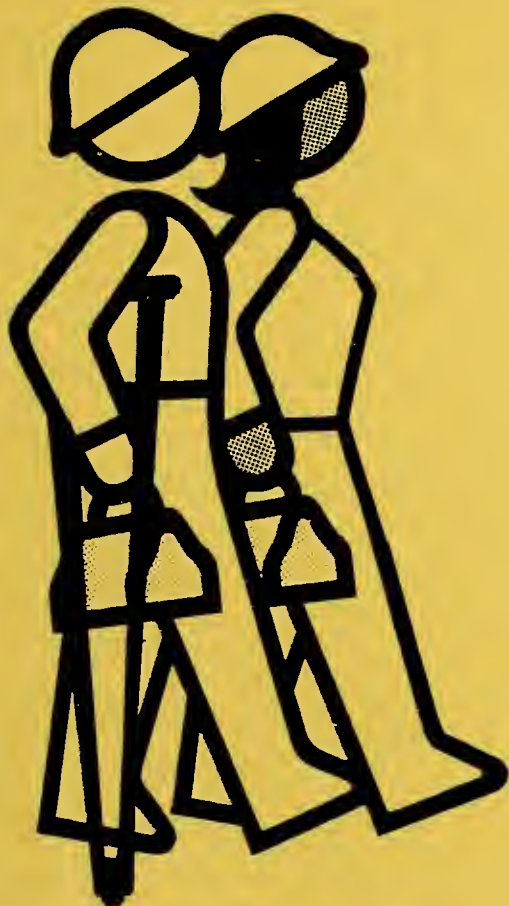


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The International Year of Disabled Persons



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STATEWIDE POLICY

# EMPLOYMENT AND TRAINING FOR HANDICAPPED PERSONS



Commonwealth of Massachusetts

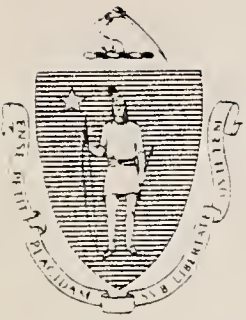
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The term "handicapped" is used in this policy statement to maintain conformity with the legally established use of this term as reflected in the Federal definition used in the Section 504 regulations.(1) Within this document the terms "handicapped" and "disabled" will be used interchangeably.

(1) Glossary

Publication: #12593

Approved by: John J. Manton, State Purchasing Agent



# THE COMMONWEALTH OF MASSACHUSETTS

## EXECUTIVE DEPARTMENT

STATE HOUSE • BOSTON 02133

EDWARD J. KING  
GOVERNOR

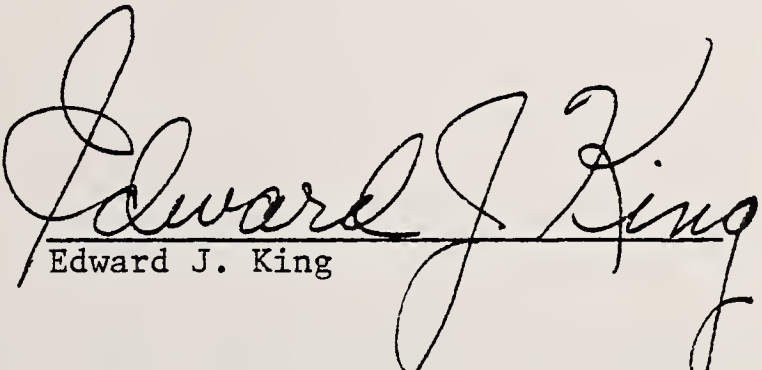
October 30, 1981

I am pleased to transmit the Employment and Training Policy for Handicapped Persons and endorse its adoption as a state policy. This policy represents the culmination of many months of effort by individuals from all agencies in the Commonwealth serving the disabled.

Over 11% of the people in Massachusetts are disabled. This group represents a significantly underutilized resource. As public leaders we recognize our obligation to provide an environment which serves to nurture the development of this human resource and we are joined in this objective by the individuals themselves who strongly desire to participate completely as productive members of our society. This policy offers a concrete way to help handicapped citizens achieve a richer, fuller life.

Individuals from the public sector, private industry and advocacy groups worked together to develop this policy. Those individuals have my thanks for their assistance in this effort, as do the agency heads who actively participated in this process. My hope is that these individuals share my excitement regarding this policy; I look forward to their continued support and involvement to achieve the goals established in the Employment and Training Policy for Handicapped Persons.

The ultimate success of this policy will occur at the local community level. As Governor I will take the lead to assure that appropriate state resources are made available to help communities accomplish tangible results. It is our sincere desire to see that the benefits of efforts initiated during this International Year of Disabled Persons will continue far into the future. The work of the Governor's Commission on Employment of the Handicapped together with the state Office of Handicapped Affairs in implementing this Employment and Training Policy for Handicapped Persons will assure that this happens in a direct and forceful manner. We should all be proud of the adoption of this statewide policy and should work hard to make it succeed.

  
Edward J. King



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### ACKNOWLEDGEMENTS

The Employment and Training Policy for Handicapped Persons is the result of the assistance of members of the policy Executive Committee\* and eight task forces whose services are gratefully acknowledged. The work of these individuals was coordinated and advanced through Charlene M. Moulaison of the Department of Manpower Development, Peter Vacca of the Massachusetts Rehabilitation Commission and Robert Scott of the Massachusetts Commission for the Blind, who served as special liaison chairpersons, to whom we are indebted. Recognition for assisting this process is extended to Christopher Brennan and Susan Moulton of the Executive Office of Economic Affairs and Kasper Goshgarian and Tina Reid of the Massachusetts Rehabilitation Commission. Particular appreciation is accorded to Jeffrey Zornitsky, Executive Director of the State Employment and Training Council, for facilitating the review and finalization of this policy statement. Special thanks is due to Elmer Bartels, Commissioner of the Massachusetts Rehabilitation Commission; and Mario Alfano, Associate Secretary of Economic Affairs whose dedication and belief in this process helped assure its realization.

\* A listing of Executive Committee and task force members is found in Appendix E and F.



## EXECUTIVE SUMMARY

In 1980 Massachusetts became one of the few states in this country to constitutionally prohibit discrimination on the basis of handicap, via a statewide referendum ("Question 1"). In this way the Commonwealth entered 1981, designated by the United Nations as the International Year of the Disabled Person, with a significant momentum toward fulfilling the goal of the United Nations' project. This auspicious project began a concerted effort by public and private officials to identify and address issues of importance to disabled citizens of the Commonwealth, issues which have marked impact on the ability of disabled persons to contribute productively and to be fully integrated into our society. Employment is a critical concern for this group of citizens; jobs and skill training are keys to increasing self-sufficiency and enabling fuller participation in society by handicapped citizens. Therefore, a major effort coordinated by the Department of Manpower Development and the Massachusetts Rehabilitation Commission was organized to investigate the status of employment, training and vocational education services for the handicapped, to identify major areas of concern which require resolution, and to recommend action which will serve to expand the availability of employment and training opportunities for Massachusetts' disabled citizens. Eight major areas were examined: integrated information and resource systems; skill development necessary to increase employment opportunities; coordinated agency mandates and service capabilities; performance outcome criteria modified to the needs of persons with handicaps; reasonable accommodation; work incentives; comprehensive support services not readily available to employment and training programs; and public awareness strategies.

The resulting policy statement represents our commitment to action to help assure appropriate and adequate service to our disabled citizens seeking employment and training. The Employment and Training Policy for Handicapped Persons embodies our pledge to help everyone in this Commonwealth realize full potential - as workers, as individuals, and as citizens.

## POLICY BACKGROUND

In the International Year of the Disabled Person the State of Massachusetts has been examining its capability to serve handicapped citizens\* and is working to assure that the goals and spirit of the 1981 International Year of the Disabled Person shall not simply cease at the end of the designated year. This Employment and Training Policy is one means to assure a continued effort to address the needs of the handicapped in a cost-effective manner. It provides a framework for the comprehensive delivery of employment, training and vocational education services to persons of all ages with handicaps within Massachusetts.

The policy design includes elements which will serve to enhance its implementation. As presented, the policy will foster statewide coordination, interface with the private sector, and training and placement of disabled persons into unsubsidized jobs. In addition, it will help Massachusetts' industry resolve its critical skilled labor shortage, and by removing obstacles to those who want to work and become self-sufficient, it will assist in relieving the tax and welfare burdens on the state.

This policy offers recommendations that encompass critical issues related to employment, training and vocational education services for persons with handicaps. It is organized in a manner which enunciates specific policy recommendations for identified problem areas. It provides a systematic set of strategies to better serve the estimated 200,000 persons with handicaps in Massachusetts who could benefit from employment, vocational education and/or training. The major thrust of the policy is skill development and increased employment opportunity for handicapped people.

The policy provides the foundation for a more responsible, less fragmented employment, training, and vocational education service delivery system for handicapped persons.

Over the past several months, the Commissioner of the Massachusetts Rehabilitation Commission and the Executive Director of the State Employment and Training Council have collaborated in the development of the state's first comprehensive policy for the employment training and vocational education of disabled persons. This policy was developed through the efforts of an Executive Committee and eight working task forces with active, broadly-based participation from major high growth industries across the state; the Directors, Commissioners and Secretaries of all state agencies involved in employment and training, vocational education and/or serving handicapped individuals; non-profit agencies, and consumers of services for the handicapped. As a result of their involvement, a policy document was generated that addresses employment, training, and vocational education needs of persons with handicaps in a comprehensive and cost effective manner. This document is designed to promote cooperative efforts between the employment, training, and vocational education agencies and the private and public sectors in order to increase employment opportunities for persons with handicaps.

\* Definition - 504 Federal and State Definition Glossary

## POLICY BACKGROUND (Continued)

The policy statement is the product of a process which utilized extensive data collection and analysis. The following major issue areas were addressed in the development of this policy:

1. Comprehensive Data Gathering and Analysis;
2. Skill Development;
3. Coordinated Agency Mandates and Service Capabilities;
4. Performance Outcome Criteria;
5. Reasonable Accommodations;
6. Work Incentives;
7. Comprehensive Support Services; and
8. Public Awareness.

## I. COMPREHENSIVE DATA GATHERING AND ANALYSIS

### Statement of Purpose

To develop integrated plans for the collection of data on the needs of persons with handicaps in all areas impacting on the employment and training and vocational education system.

### Issues

- A. No central information base in the state collects, analyzes and synthesizes either information about persons with handicaps, or agency resources to assist persons with handicaps to participate in training or employment programs.
- B. There is no generally accepted common definition of "Handicapped" among agencies designated to serve this client group.

### Recommendations

- A. Planning data should be gathered from the Massachusetts Rehabilitation Commission, the Department of Manpower Development, the Division of Employment Security, the Massachusetts Occupational Information Coordinating Committee and other relevant agencies regarding employment related service needs for handicapped individuals and transmitted to the State Office of Handicapped Affairs. This aggregate planning information should be disseminated by the Office of Handicapped Affairs to both vocational education and employment and training agencies for their use in developing programs.
- B. All agencies serving the handicapped should institute use of the following definition for "handicapped" which is identical to that found in federal regulations (Section 504 of the Rehabilitation Act of 1973) and the Massachusetts State Constitution (114th Amendment).

"Handicapped Person" means any person who:

- (1) has a physical or mental impairment which substantially limits one or more major life activities;
- (2) has a record of such impairment; or
- (3) is regarded as having such an impairment.

## II. SKILL DEVELOPMENT NECESSARY TO INCREASE EMPLOYMENT OPPORTUNITIES

### Statement of Purpose

To develop an improved capacity to provide employers with qualified and well-trained handicapped persons able to meet their identified skill labor needs.

## Issues

- A. Employers have critical manpower shortages particularly in many high growth industries.
- B. Handicapped persons have not had sufficient exposure to vocational education and training opportunities leading to unsubsidized employment, particularly in high growth industry.
- C. Agencies frequently have insufficient knowledge of employers job requirements, and prior existing collaborative efforts have not provided productive linkages between and among state and local employment and training and vocational education agencies.
- D. Collaboration has been insufficient to provide those linkages between public agencies and the private sector necessary to increase employment opportunities, particularly in high growth industries.

## Recommendations

- A. Employment and training and vocational education agencies, as well as employers, should provide better awareness of career opportunities, particularly within demand occupations, to handicapped persons.
- B. Employment and training and vocational education agencies, and employers should increase their efforts to integrate handicapped persons into training programs in high growth areas.
- C. Employment and training and vocational education agencies serving the handicapped should participate more aggressively within existing employment, training and vocational education forums such as; the State Employment and Training Council (SETC), Prime Sponsor Planning Councils (PSPC), Private Industry Councils (PIC) and Vocational Education Advisory Committees. Employers should be recruited more aggressively to serve on both employment and training and vocational education advisory councils.
- D. Special projects for the handicapped should be entertained collaboratively by such funding sources as: the Governor's Special Grant CETA funds, federal and state vocational and special education allocations, the Bay State Skills Corporation, local CETA agencies, and other organizations.

## III. COORDINATED AGENCY MANDATES AND SERVICE CAPABILITIES

### Statement of Purpose

To recommend strategies to improve the coordination of services among agencies with related mandates.

## Issues

There is a lack of coordination among employment and training and vocational education agencies that are mandated to assess and develop service plans for handicapped persons, which has resulted in duplication of some services and serious gaps in other areas.

## Recommendations

Employment and training and vocational education agencies should design their individual vocational assessments and service plans in concert with other agencies whenever possible. Naturally, the handicapped person should have a major role in his/her service plan's development.

## IV. PERFORMANCE OUTCOME CRITERIA MODIFIED TO THE NEEDS OF PERSONS WITH HANDICAPS

### Statement of Purpose

To develop employment and training performance success measures (outcome criteria) which will provide incentives to employment and training agencies to serve persons with handicaps in their programs.

### Issues

- A. Current vocational assessment tools do not measure the skills necessary to today's job market nor provide consistently accurate measures of the ability of handicapped individuals to perform job tasks.
- B. No uniform outcome measures of success exist across agencies; the measures which are used do not encourage recruitment of handicapped persons into training programs because handicapped persons are often more costly to serve and some performance measures (cost/placement, etc.) work against serving the "most in need".
- C. Successful performance outcomes often emphasize short-term statistical achievements rather than long-term employability.

### Recommendations

- A. "State of the Art" technology in vocational assessment should be used in vocational rehabilitation and employment training and vocational education systems.
- B. Agencies should develop commonly defined, specific outcome measures which will serve to provide incentives to the agencies to serve persons with handicaps in programs they operate.
- C. Agencies should define successful outcomes using long-term employability criteria as well as short-term placement goals.

V. REASONABLE ACCOMMODATION: EMPLOYMENT AND TRAINING PROGRAM MODIFICATIONS

Statement of Purpose

To promote accessibility to employment and training opportunities by informing specific vocational education, employment and training agencies of the mandates pertaining to handicapped persons proposed by Federal and State laws and Executive Orders.

Issues

- A. Neither the public nor private sectors provide uniform, sufficient information to handicapped persons regarding accessibility to programs and employment opportunities.
- B. The critical lack of materials, resources, and technical assistance about work-place accessibility for the handicapped and the duties and responsibilities mandated by Section 504 of the Rehabilitation Act of 1973 has made it difficult to implement these policies and encourage more handicapped workers to enter the job market.

Recommendations

- A. The Governor's Commission on Employment of the Handicapped, with staff assistance from the State Office of Handicapped Affairs\* should be designated to provide technical assistance for the implementation of Federal and State statutes related to access to employment and training in both the public and private sector.
- B. A listing of technical assistance persons and/or relevant materials and resources for program and employment accessibility should be made available through the State Office of Handicapped Affairs.

VI. WORK INCENTIVES

Statement of Purpose

To develop a training and work strategy aimed at minimizing work disincentives for handicapped persons.

Issues

- A. Disincentives built into Federal laws inhibit Supplemental Security Income and Social Security Disability Income recipients from seeking gainful employment.

\* The Governor's Commission on Employment of the Handicapped and the State Office of Handicapped Affairs are organized to address major issues that face handicapped citizens of the Commonwealth.

- B. Acceptance of employment beyond a set salary level results in the loss of Supplemental Security Income, which in turn results in the loss of medical assistance, food stamps, and Section 8 Housing.
- C. The lengthy and cumbersome process of reinstatement after a loss of eligibility for medical assistance through Supplemental Security Income and Social Security Disability Income is a disincentive to seeking employment.

#### Recommendations

- A. Social Security Amendments of 1980 reduce the impact of work disincentives for Supplemental Security Income and Social Security Disability Income recipients. These new features of the law should be uniformly disseminated by the Office of Handicapped Affairs.
- B. The Advisory Committee to the Office of Handicapped Affairs and the Governor's Committee on Employment of the Handicapped should develop a strategy for: 1) implementing the work incentive amendments of the Social Security Act of 1980; and 2) responding to other, existing laws that create disincentives for handicapped persons to participate in training programs and to seek employment.

### VII. COMPREHENSIVE SUPPORT SERVICES NOT READILY AVAILABLE TO HANDICAPPED PARTICIPANTS IN PROGRAMS

#### Statement of Purpose

To identify and implement appropriate, vital services supportive to employment, training and vocational education programs and to recommend strategies to increase the availability and delivery of these services.

#### Issues

Existing systems for support services related to employment and training and vocational education are deficient and poorly coordinated, preventing many qualified persons with handicaps from working or participating in training programs.

#### Recommendations

- A. In the development of each individual's service/employability development plan, employment, training, and vocational education agencies should include the handicapped individual's needs for communication training, daycare, medical coverage, transportation and adequate post-placement follow-up services.
- B. Personal Care Assistance (PCA), Readers for the Blind and Interpreters for the Deaf should be available to all eligible clients throughout the state as a support to employment and training and vocational education programs, as available resources allow.

- C. The Executive Office of Transportation and Construction, the Massachusetts Commission for the Blind, the Massachusetts Rehabilitation Commission, the Department of Mental Health, the Department of Manpower Development, the Office of Handicapped Affairs and the Governor's Commission on Employment of the Handicapped should develop a coordinated effort to improve the level and provision of transportation services supportive of employment, training, and vocational education for persons with handicaps.
- D. The public and private sector should cooperatively identify transportation alternatives in order to facilitate handicapped persons' access to individual job sites.

## VIII. PUBLIC AWARENESS STRATEGIES

### Statement of Purpose

To increase the awareness and sensitivity of employers, service providers, and the general public to the needs and capabilities of persons with handicaps who are seeking employment.

### Issues

Long-standing attitudinal barriers prevent persons with handicaps from being hired and/or trained in occupations thought to exclude persons by virtue of their handicap.

There is no centralized mechanism to promote public awareness of the availability of training, placement, job and technical assistance for persons with handicaps.

### Recommendations

The Governor's Commission on Employment of the Handicapped, with the staff support of the Office of Handicapped Affairs, should be assigned three projects:

1. Development of a speaker's bureau on the Employment and Training Policy for Handicapped Persons, and other employment and training and vocational education issues affecting handicapped persons.
2. The conducting of agency staff and private employer orientation and training on the nature of disabilities in order to increase the number of job options for handicapped workers.
3. Development and implementation of a public awareness package for the print and electronic media on employment, training, and vocational education for handicapped persons.

## APPENDIX

A. OFFICE OF HANDICAPPED AFFAIRS

The Office of Handicapped Affairs (OHA) is a state agency established to assist handicapped citizens in the Commonwealth to bring about full and equal participation in all aspects of life by all handicapped persons in the Commonwealth. The office strives for the advancement of legal rights and for the promotion of the maximum possible opportunities, supportive services, accommodations and accessibility, for handicapped individuals, in a manner which fosters dignity and self determination. Its Advisory Council, composed of 33 members, reviews and advises the director on policy, planning, and needs in the Commonwealth for programs and services for handicapped persons, assists the director in establishing priorities for office activities, and annually reviews the programs, budgets and policies of the office.

B. GOVERNOR'S COMMISSION ON EMPLOYMENT OF THE HANDICAPPED

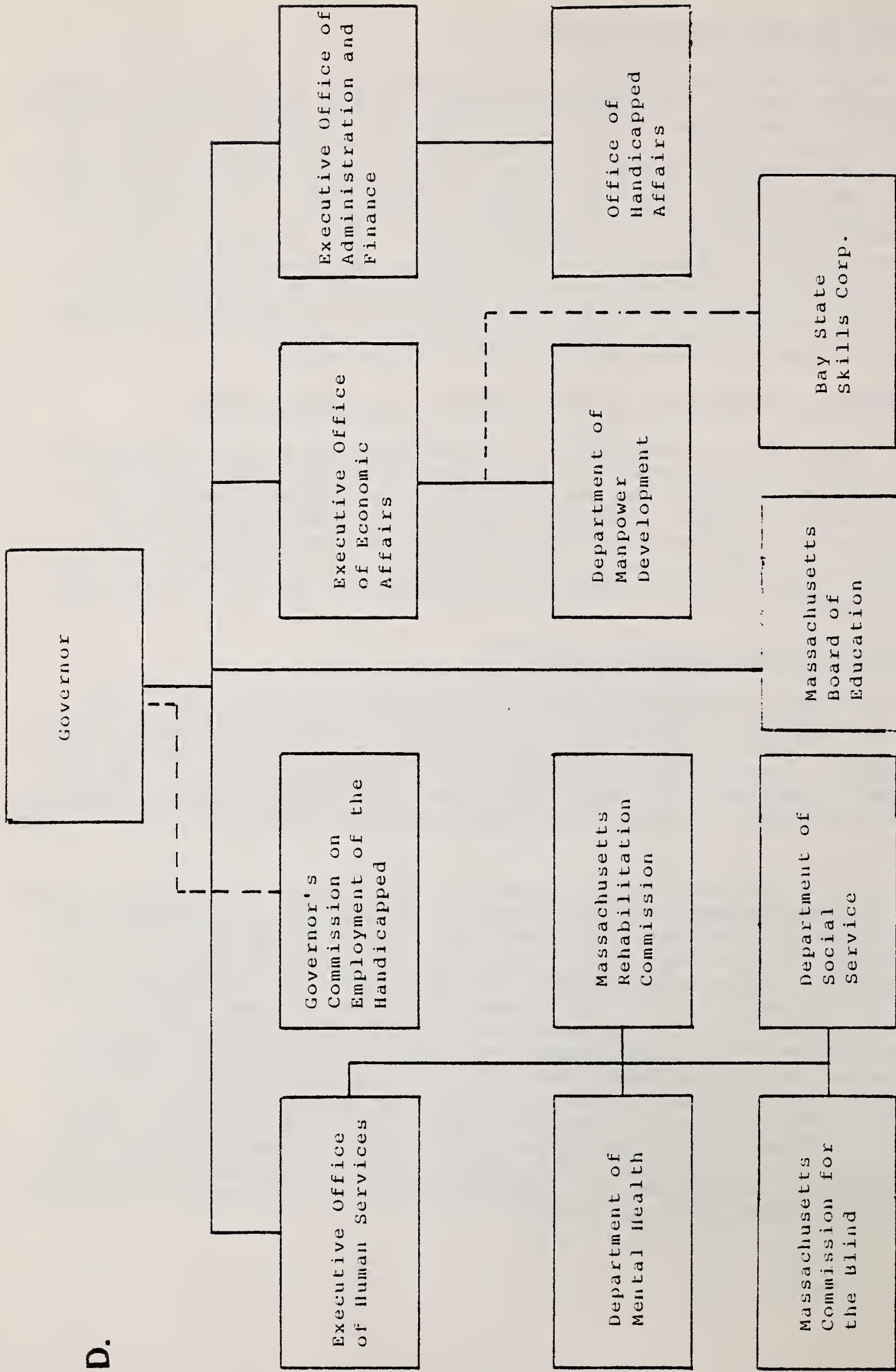
The Commission is responsible for maintaining a continuing state-wide program to promote the employment of handicapped persons through encouraging the organization of employment committees at the community level, working closely with these committees to promote the employment of the handicapped, and conducting such educational programs as it deems necessary. The Commission also assists in developing employer acceptance of qualified handicapped workers.

C. STRATEGY FOR IMPLEMENTATION

In contrast to the broad handicapped issue orientation of OHA, the Governor's Commission on Employment of the Handicapped focuses its efforts on promoting and increasing employment of the handicapped. The Governor's Commission on Employment of the Handicapped consists of 28 representatives from rehabilitation agencies, industry, labor, veteran organizations, and state and federal agencies.

In order to effectively implement the Employment and Training Policy for Handicapped Persons, OHA will establish an official subcommittee to its Advisory Committee. The subcommittee will be charged with specific oversight responsibility for policy implementation. This subcommittee will be led by the chairperson of the GCEOH and its membership base should be derived from the GCEOH. This will assure coordinated activity in expediting implementation of the Employment and Training Policy and promote cooperative efforts among agencies serving the disabled and employment and training groups in order to generate the most extensive realization of the goals set forth by the policy statement. OHA and GCEOH should maintain regular communication with the State Employment and Training Council and the Bay State Skills Corporation as regards the implementation of this policy and draw upon their expertise as needed.

D.



E. SUMMARY: THE EMPLOYMENT AND TRAINING POLICY FOR HANDICAPPED PERSONS DEVELOPMENT PROCESS

- |                            |                                                                                                                                            |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| July, 1980 - August, 1980  | - Establish Executive Committee                                                                                                            |
| September, 1980            | - Determine Major Issue Areas                                                                                                              |
| September, 1980            | - Form Task Forces                                                                                                                         |
| September - December, 1980 | - Tsk Forces Examine Issues                                                                                                                |
| January, 1981              | - Task Force Reports - Reviewed by Task Force Chairperson and Assembled into Draft Policy Statement                                        |
| February, 1981             | - Executive Committee Review and Comment on Draft Policy Statement                                                                         |
| February - March, 1981     | - Finalize Draft Policy Statement                                                                                                          |
| April - May, 1981          | - Public Hearings on Draft Policy Statement (Boston/Springfield/Worcester)                                                                 |
| June - July, 1981          | - Executive Committee Integrates Comments Received from Public Hearings into Policy Statement                                              |
| August - September, 1981   | - Executive Committee Finalizes Policy Statement and Submits it for Review to Appropriate Secretariats and Agencies (EOEA, DMD, MRC, EOHS) |
| October, 1981              | - Secretariat Review and Refinement of Policy Statement                                                                                    |
| October, 1981              | - Finalize Policy Statement                                                                                                                |
| October, 1981              | - Submit Statement for Gubernatorial Review and Adoption                                                                                   |
| October 30, 1981           | - Policy Statement Adopted and Announced by Governor as State Policy                                                                       |

F. EXECUTIVE COMMITTEE CHAIRPERSONS

Elmer Bartels, Commissioner, Massachusetts Rehabilitation Commission

Jeffrey Zornitsky, Executive Director, State Employment and Training Council

## EXECUTIVE COMMITTEE MEMBERS

Mr. Robert Alexander, President  
Mass. Coalition of Citizens  
with Disabilities  
Brookline

Roger Brown, Assoc. Commissioner  
Division of Special Education  
Department of Education  
Boston

Fairman C. Cowan, Chairperson  
Private Industry Council  
Worcester CETA Consortium  
Worcester

Dr. David Cronin  
Associate Commissioner  
Division of Occupational Education  
Department of Education  
Boston

Dean Denniston  
Senior Personnel Analyst  
Department of Social Services  
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Ann E. Downing  
Department of Elder Affairs  
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Balance of State CETA  
Dept. of Manpower Development  
Government Center, Boston

Dr. Mary Jane England  
Commissioner  
Department of Social Services  
Boston

Kasper M. Goshgarian  
Assistant Commissioner  
Mass. Rehabilitation Commission  
Boston

Raymond Jarvis, Director  
Springfield CETA Prime Sponsor  
Springfield

Margaret Jenkins, President  
Mass. Association of Rehab.  
Facilities  
P.R.I.D.E. Workshop  
Taunton

Mr. H. Peter Karoff, President  
Mass. Association of Mental  
Health  
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Bill Kiernan  
Mass. Association of Retarded  
Citizens  
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Walter Lee, Esq.  
Manager Corporate Compliance  
Raytheon Corporation  
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Mark Ostkowsky, Coordinator  
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Department of Mental Health  
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Don Reil, Acting Director  
Office of Handicapped Affairs  
Boston

Kathy Rolfe, Chairperson  
Governor's Commission on Employ-  
ment of the Handicapped  
Government Center, Boston

Kathy Schwaninger  
Assistant Commissioner  
Division of Mental Retardation  
Department of Mental Health  
Boston

Melvin Silberberg, CETA Director  
Division of Occupational Education  
Department of Education  
Boston

Richard Sullivan  
Deputy Director  
Division of Employment Security  
Government Center, Boston

G. TASK FORCE COMMITTEE SPECIAL LIAISON CHAIRPERSONS

Charlene M. Moulaison  
Department of Manpower Development

Peter Vacca  
Massachusetts Rehabilitation Commission

Robert Scott  
Massachusetts Commission for the Blind

I. Comprehensive Data Gathering and Analysis

Chairperson - Dr. Richard Goldberg, Massachusetts Rehabilitation Commission

II. Skill Development

Executive Committee

III. Coordinated Agency Mandates and Service Capabilities

Chairperson - Patricia Hart, Massachusetts Commission for the Blind

IV. Performance Outcome Criteria

Chairpersons - Donna Scholes-Hobart, Springfield CETA  
Maggi McNally, Policy and Evaluation, Department of Manpower Development

V. Reasonable Accommodations

Chairperson - Doe West, Mayor's Commission on the Physically Handicapped

VI. Work Incentives

Chairperson - Dr. James Lomanstro, Northeastern University

VII. Comprehensive Support Services

Chairperson - Ginger Davis, Department of Manpower Development

VIII. Public Awareness

Chairperson - Lawrence Warnock, Massachusetts Rehabilitation Commission

## REFERENCES AND DEFINITIONS

Adaptive Housing

Article 114

CETA

CETA Amendments of 1979

Chapter 149, Section 25

Chapter 689

Executive Order 143

Handicapped Person

Major Life Activities

Personal Care Attendant

Physical or Mental Impairment

Qualified Handicapped Person

Rehabilitation Act of 1973

Section 8

SSDI

SSI

TDD

Transportation Brokerage

503

504

Adaptive Housing - Refers to services provided by the Massachusetts Rehabilitation Commission (MRC) to render a handicapped client's home suitable for pursuit or maintenance of a vocational objective. (See 107 CMR 28.00 published in Massachusetts Register on March 12, 1981.)

Article 114 - Amendment to the Massachusetts Constitution, approved as Question 1 by the voters in 1980. "No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from the participation in, denied the benefits of, or be subjected to discrimination under any program or activity within the Commonwealth."

CETA - Refers to federal "Comprehensive Employment and Training Act" enacted in 1973 as P.L. 93-203. (See 29 USC et seq.) Providing employment and training services to disadvantaged citizens.

CETA Amendments of 1979 - Refers to amendments to federal Comprehensive Employment and Training Act establishing requirements for employment and training services for handicapped persons. (See 29 USC 813(b)).

Chapter 149, Section 25 - Refers to a Massachusetts law prohibiting employment discrimination against rehabilitated handicapped persons who possess the physical and mental capacity to perform required job functions. Enforced by the State Department of Labor and Industries.

Chapter 689 - Refers to a Massachusetts law establishing a housing program to develop public housing for low income, handicapped and elderly persons. Administered by Massachusetts Department of Community Affairs in cooperation with municipal housing authorities. Enacted in 1974. (See MGL c. 121B, Section 38-40.)

Executive Order 143 - Refers to a Massachusetts executive mandate requiring state and local government agencies and their contractors to provide equal employment opportunities for qualified handicapped persons.

Handicapped Person - Refers to federal regulatory definition related to implementation of Sections 503 and 504. A handicapped person is "any person who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment. (See 45 CFR 84.4 (j)(2).)

Major Life Activities - Refers to federal regulatory definition related to implementation of Section 503 and 504. Includes "functions such as caring of one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working." (See 45 CFR 84.3 (j).)

Personal Care Attendant - Refers to services provided through MRC or the Department of Public Welfare Medicaid Program to assist severely handicapped individuals in the normal functions of daily living, such as eating, dressing, ambulation. The MRC program requires that services be related to employment. (See 107 CMR 71.00 - MRC; and 42 CFR 440.170 (f) - Public Welfare.)

Physical or Mental Impairment - Refers to federal regulatory definition related to implementation of Section 503 and 504. "Any physiological disorder or condition, cosmetic disfigurement or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or any mental or psychological disorder, such as mental illness, and specific learning disabilities." (See 45 CFR 84.3 (j).)

Qualified Handicapped Person - Refers to federal regulatory definition related to implementation of Sections 503 and 504. A qualified handicapped person who with reasonable accommodation, can perform the essential functions of the job in question...(4) with respect to other services, a handicapped person who meets the essential eligibility requirements for the receipt of such services." (See 45 CFR 84.3 (K).)

Rehabilitation Act of 1973 - Refers to the laws establishing the federal program for providing vocational rehabilitation services to handicapped individuals, as well as research, advocacy and independent living services concerning such individuals. These programs are administered at the federal level by the Rehabilitation Services Administration within the Department of Education. The Massachusetts Rehabilitation Commission and the Commission for the Blind. (See 29 USC 701 et seq.)

Section 8 - Refers to federal housing subsidy program designed to pay public or private landlords the difference between fair market rent and 25% of a low income tenant's income. Administered by local housing authorities.

SSDI - Refers to federal program providing disability insurance coverage for workers and their dependents. Under certain circumstances, disabled individuals may continue to receive SSDI payments during a "trial work period." Administered by Social Security Administration. (See 42 USC 401 et seq; 20 CFR 404.)

SSI - Refers to a federal income maintenance program for disabled persons, including eligible persons who have never worked. Administered by the federal Social Security Administration. (See 42 USC 1381-1383; 20 CFR 416.)

TDD - Refers to telecommunications devices for deaf persons, utilized in connection with a telephone for communicating with others.

Transportation Brokerage - A method of coordinating transportation services for handicapped persons. A "broker agency" occupies a central position among transportation providers, transportation users, and funding sources but does not necessarily own or operate any vehicles. The "broker agency" is responsible for organizing the system, contracting for services, centralizing dispatching and scheduling, and managing accounts.

503 - Refers to a section of Title V of the federal Rehabilitation Act of 1973. Mandates affirmative action in employment of qualified handicapped persons related to federal contracts. Enforced by federal Department of Labor.

504 - Refers to a section of Title V of the federal Rehabilitation Act of 1973. Prohibits discrimination in programs and activities receiving federal funds, including programs directly administered by federal agencies. Enforced by various federal agencies. (See 29 USC 794; 45 CFR 84.)





